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**From:** Fooks, Michael  
**Sent:** Tuesday, September 04, 2018 11:40 AM  
**To:** 'Mary Taylor'  
**Subject:** RE: Nightlight Christian Adoptions

I believe this issue has finally been resolved. 😊

*Michael Fooks*  
Missouri Department of Social Services  
Division of Finance & Administrative Services  
Jefferson City, MO 65102-1082  
Phone: (573)526-3581

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**From:** Mary Taylor [<mailto:mary@allianceforlifemissouri.com>]  
**Sent:** Tuesday, August 28, 2018 9:30 AM  
**To:** Fooks, Michael  
**Subject:** RE: Nightlight Christian Adoptions

Lol – thanks my friend...I guess if I SLOWED my roll sometimes, I would make more sense when typing. My fingers just can't keep up with my brain...lol

*Mary*  
A2A Program Manager  
816-806-4168

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**From:** Fooks, Michael [<mailto:Michael.Fooks@dss.mo.gov>]  
**Sent:** Tuesday, August 28, 2018 9:15 AM  
**To:** 'Mary Taylor' <[mary@allianceforlifemissouri.com](mailto:mary@allianceforlifemissouri.com)>  
**Subject:** RE: Nightlight Christian Adoptions

Ms. Taylor,  
You have a way with words. 😊

I understand your request.

*Michael Fooks*  
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**From:** Mary Taylor [<mailto:mary@allianceforlifemissouri.com>]  
**Sent:** Tuesday, August 28, 2018 9:13 AM  
**To:** Fooks, Michael  
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Hi Michael,

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In this case, Maria was the supervisor and now Lara is taking over that role. So, now Lara needs to be able to view ALL of Nightlight's clients in the database. When you look at the database, Maria does not appear in the drop down box under "employee"; but she shows as the main contact under the User Maintenance screen. And Maria has no clients assigned to her. Hence, she can view ALL of them.

Lara is a user in the database as an employee and has 1 client assigned to her. My request is that she now be granted access to view all of their clients assigned to all their employees. (basically, what Maria currently has) \*do not remove/transfer the client assigned to her.

If we need to remove Maria, that is fine. But then we need to make sure Lara is able to replace Maria, so she can begin monitoring and reviewing all the clients information to ensure records are being updated correctly and in a timely manner.

I hope this helps. If not, please let me know.

Thanks,

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**From:** Fooks, Michael [<mailto:Michael.Fooks@dss.mo.gov>]  
**Sent:** Tuesday, August 28, 2018 8:04 AM  
**To:** Mary Taylor <[mary@allianceforlifemissouri.com](mailto:mary@allianceforlifemissouri.com)>  
**Subject:** Nightlight Christian Adoptions

Good morning Ms. Taylor,  
Below are some questions in regard to the main contact switch at Nightlight Christian Adoptions:

**Ticket description** is "Nightlight Christian Adoptions, a sub of Alliance For Life, would like to change main contacts in the database. Current employee Lara Kelso needs to be the main contact with Maria Bundrick (current main contact) changing to "employee" status. Any assistance with this task would be greatly appreciated." – do either of these have clients assigned to them currently? If so, what should we do with the clients currently assigned to each? Will Lara report to the same person Maria did as main? And will Maria report to the same person Lara did as an employee?

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**From:** Mary Taylor <mary@allianceforlifemissouri.com>  
**Sent:** Tuesday, September 04, 2018 1:08 PM  
**To:** Fooks, Michael  
**Subject:** RE: Nightlight Christian Adoptions

Thank you sir!

*Mary*  
A2A Program Manager  
816-806-4168

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*Michael Fooks*

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**From:** Mary Taylor <mary@allianceforlifemissouri.com>  
**Sent:** Tuesday, September 04, 2018 3:22 PM  
**To:** Fooks, Michael  
**Subject:** RE: Your Friends

# AWESOME!!!!

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But I'm going to miss you so much. You are going to be extremely hard to replace – I told them that too.

Honestly, I am VERY VERY Happy for you, but, I am very sad for what it means for me. When is your last day in this dept?

*Mary*  
A2A Program Manager  
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**From:** Fooks, Michael [<mailto:Michael.Fooks@dss.mo.gov>]  
**Sent:** Tuesday, September 04, 2018 3:06 PM  
**To:** Mary Taylor <[mary@allianceforlifemissouri.com](mailto:mary@allianceforlifemissouri.com)>  
**Subject:** Your Friends

Ms. Taylor,  
Just wanted you to know that you must have friends in extremely high places because I got that job I went for. ☺

*Michael Fooks*  
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**From:** Fooks, Michael  
**Sent:** Tuesday, September 04, 2018 3:52 PM  
**To:** 'Mary Taylor'  
**Subject:** RE: Your Friends

My last day would be September 21<sup>st</sup>.

I am very excited and relieved to leave some things in my rearview mirror but will definitely miss working with the classy and sophisticated Mary Taylor.

We need to talk during my last week so I can try to help you avoid certain unpleasant situations. ☺

Also you are more aware of the database than most, so trust your instincts and do what you know is best because nobody else will know as much as you.

*Michael Fooks*

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